



CITY OF HOUSTON

Administration and Regulatory Affairs Department
Strategic Purchasing Division

Annise D. Parker
Mayor

Calvin D. Wells, Deputy Director
City Purchasing Agent
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June 1, 2011

SUBJECT: Letter of Clarification No. 2
Window Cleaning Services

REFERENCE: Invitation to Bid (ITB): S33-L23947

TO: All Prospective Respondents

This Letter of Clarification is issued for the following reasons:

• **To extend the solicitation opening date as follows:**

1. Extend the opening date from 10:30 a.m., Thursday, June 2, 2011 to 10:30 a.m., Thursday, June 9, 2011.

• **To notify all vendors that a change has been made to the official on-line bid tabulation form. This change requires that all bids to be resubmitted.**

When issued, Letter(s) of Clarification shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. It is the responsibility of the respondent to ensure that it has obtained all such letter(s). By submitting a proposal on this project, respondents shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this BVB.

If you have any questions or if further clarification is needed regarding this solicitation, please contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read "Conley Jackson", followed by a horizontal line.

dm Conley Jackson
Senior Procurement Specialist
City of Houston, Strategic Purchasing Division
832-393-8733

Cc: S33-L23947 Solicitation File

Partnering to better serve Houston

Council Members: Brenda Stardig Jarvis Johnson Anne Clutterbuck Wanda Adams Mike Sullivan Al Hoang Oliver Pennington Edward Gonzalez James G. Rodriguez Stephen C. Costello Sue Lovell Melissa Noriega C.O. "Brad" Bradford Jolanda "Jo" Jones
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